

**EXHIBIT RR TO THE JUNE 26, 2008
DECLARATION OF GREGORY I. RASIN, ESQ.**

Candidate File

Page 1 of 6

Curtis, Brenda M (62673) ☆ ☆ ☆ ☆

Application 05000003EE - Administrative Assistant

Step New Medium Online Recruiter B. Mariano
 Status To be evaluated Source Career Section Hiring Manager S. STEIN
 Application Date 2005/11/20

General Information

Prescreening

Disqualification Questions for: Administrative Assistant

Questions

Result

There are no job-specific questions to display.

Skills for: Administrative Assistant

Skills	Proficiency	Experience	Last Used	Interest	Required	Asset	Result
1. Microsoft Excel	Expert	5 years or +	Current	High			0 / 0
2. Spreadsheets	Expert	5 years or +	Current	High			0 / 0

Questions for: Administrative Assistant

Questions

There are no job-specific questions to display.

Required Asset Result

Required Asset Result
 Total for Skills and Questions: 0/0 0/00%

Profile

Information provided by the candidate on November 20, 2005.

Application Medium

How did we learn about this candidate? Online

Source Tracking

Source Type	A McGraw-Hill company web site
Source	
Career Section	
Event	
Not Specified	

Check here if you would like to receive notifications by email on career opportunities matching this profile. No

Basic Profile

Job	Administrative Support
	Legal
Location	United States New York New York
Organization	Corporate Corporate Planning
	Standard & Poor's Rating Services Segment Operations

<https://mh.recruitsoft.com/servlets/art.product.recruiterwebtop.MainOperatorServlet>

2/10/2006

D01051

Candidate File

Page 2 of 6

Segment Operations
EXECUTIVE
MARKETING & COMMUNICATIONS
OPERATIONS
SEGMENT CLIENT SERVICES

Job Level	Schedule	Education
Not Specified	Not Specified	Not Specified
Employee Status	Shift	Advance Notice
Not Specified	Not Specified	Not Specified
Job Type	Mn. Ann. Salary	Travel
Not Specified	73,200.00 USD	Not Specified
Date of Availability		
Not Specified		

Profiler Questionnaire

Disqualification Questions

Questions

No questions are associated to the general profile of this candidate.

Result

Skills

Skills

No skills are associated to the general profile of this candidate.

Proficiency

Experience

Last Used

Interest

Questions

Questions

1. I confirm that my answers to questions in this on-line submission are complete and accurate and that The McGraw-Hill Companies may rely on my answers. Permission is granted to The McGraw-Hill Companies to verify all statements in this employment application. I understand that an offer of employment is contingent upon the completion of satisfactory reference and background checks, including from my present employer, but that my present employer will ordinarily not be contacted without my permission until after I accept an offer of employment with The McGraw-Hill Companies.

Type: Single Answer

Answer | Possible Answers

I agree

I disagree

2. Have you ever been convicted of a crime?

Type: Single Answer

Answer | Possible Answers

Yes

No

3. Your employment is contingent upon your ability to demonstrate to The McGraw-Hill Companies satisfaction that any restrictions that may be imposed by agreements with prior employers or otherwise have been waived, have expired, or otherwise do not interfere with your ability to work for The McGraw-Hill Companies.

Are you at present bound by a non-competition or non-disclosure agreement or any other comparable agreement or understanding with any prior employer?

Type: Single Answer

Answer | Possible Answers

Yes

No

4. Have you ever been employed by The McGraw-Hill Companies?

Type: Single Answer

Answer | Possible Answers

Yes

No

5. If you have been employed by The McGraw-Hill Companies, please provide the following information:

<https://mh.recruitsoft.com/servlets/art.product.recruiterwebtop.MainOperatorServlet>

2/10/2006

D01052

Candidate File

Page 3 of 6

-locations and dates of employment
 -department and/or business unit
 -last job title
 -last supervisor's name
 Type: Text Answer

Answer

6. Are you a sales employee?

Type: Single Answer

Answer | Possible Answers

Yes

No

7. Have you previously interviewed for employment at The McGraw-Hill Companies?

Type: Single Answer

Answer | Possible Answers

Yes

No

8. Can you, within three days of employment, submit verification of both your identity and your authorization to work in the U.S. pursuant to the U.S. Immigration Reform and Control Act of 1986?

Type: Single Answer

Answer | Possible Answers

☒ Yes

No

9. If you are in VISA status, are you:

Type: Single Answer

Answer | Possible Answers

F-1

J-1

H-1B

Other VISA status

☒ Not applicable

Regulations

U.S. Equal Employment Opportunity / Affirmative Action Information

The information already provided has been hidden for confidentiality reasons.

- Information provided by recruiters appears as "Not Specified" for confidentiality reasons but can be modified if necessary.
- Information provided by the candidate cannot be modified by recruiters.

Race/Ethnic Identification

The information under this heading has not been provided.

Gender

The information under this heading has been provided by the candidate.

Vietnam Era Veterans and Other Veterans

The information under this heading has been provided by the candidate.

Special Disabled Veterans

The information under this heading has been provided by the candidate.

Persons with Disabilities

Do you consider yourself a person with a disability?

The information under this heading has not been provided.

<https://mh.recruitsoft.com/servlets/art.product.recruiterwebtop.MainOperatorServlet>

2/10/2006

D01053

Candidate File

Page 4 of 6

Referrer

Chandler, Mona-Lisa	Work Phone 212 438 7555	Employee Number 710725515
Address Not Specified	Home Phone Not Specified	Social Security Number
Email Address mona-lisa_chandler@sandp.com		

Tracking

Date & Time	Events	Details	Comments	By
2005/11/20 7:52 PM	Regulations - Initial entry	EEO (USA) Information entered		Candidate or agent System
2005/11/20 7:52 PM	Correspondence sent	Request More Info for review (US) - Administrative Assistant-05000003EE at STANDARD & POOR'S		Candidate or agent System
2005/11/20 7:51 PM	Pasted resume - Updated	Pasted resume before change		Candidate or agent
2005/11/20 7:51 PM	Cover letter - Updated	Cover letter before change		Candidate or agent
2005/11/20 7:45 PM	Applied online	McGraw-Hill External (USA and Canada) (External) Application is complete		Candidate or agent

Resume

Candidate Personal Information

Curtis, Brenda M (62673)

Employee Number 710794767	Social Security Number Not Specified	Date of Birth Not Specified
Address 1020 Elton Street Apt. B Brooklyn, New York United States, 11208	Home Phone Number 718-272-2324	Cellular Number 917-803-1166
Region US>NY>New York	Work Phone Number Not Specified	Pager Number Not Specified
	Email Address b_serious@att.net	Fax Number Not Specified
	Web Page Address Not Specified	

Is this candidate a "top" candidate? Not Specified	1st round Interview status (ADP/MBA) Not Specified
---	---

Current or Last Annual Base Salary 73200

Attached Files

No Information Available

Education

No Information available

Work Experience

No Information available

Additional Information

No Information available

Candidate File

Page 5 of 6

Pasted Cover Letter
No Information available

Pasted Resume

BRENDA M. CURTIS
1020 Elton Street, #8
Brooklyn, NY 11208
Home: 718-272-2324
Cell: 917-803-1166

SUMMARY: A flexible, competent individual with experience in meeting complex requirements in sales, production, finance and administrative functions. Excellent performance in positions that have limited or no supervision. A motivated team player who enjoys the challenges of solving difficult problems and improving efficiency.

EXPERIENCE:

5/02 — 10/05 Standard & Poor's, New York City
Securities Services
Office Manager/Assistant to EMD

Office administration duties include coordinating coverage and attendance of both administrative and executive staff; maintaining global and domestic electronic distribution lists for over 400 people; maintaining organization charts; expense reporting; constructing and disseminating the monthly activity report; scheduling all meetings and conferences; assisting with performance evaluation process and business-specific Code of Ethics compliance. Issues/relationships with building services/management. Monitor and evaluate all office operating procedures and processes. Maintain and oversee all vendor relationships. Prepare purchase orders, review and approve all invoices. Supervise administrative staff. Oversee maintenance of all equipment. Coordinate activities of the department. Direct all internal moves & logistics. Corporate events and mass-mailings.

Manage receptionist, reception area, copy/mail room and conference rooms. Set procedures, ensured compliance to procedures and adequate coverage at all times. Created and delivered training program for support staff on ordering supplies through Corporate Express and creating expense reports using Captura. Implemented automation of conference room scheduling.

10/01 — 5/02 Manpower, New York City
Various Temporary Assignments

2/00 — 10/01 Leafstone Staffing, New York City
Worked in a variety of different industries including corporate legal at Simpson, Thatcher & Bartlett and White & Case.

11/98 — 4/99 American Express Bank, New York City
Global Trading
Executive Assistant

Heavy calendar management/travel arrangements.
Ordered supplies, typed correspondence, and heavy mail merging.
Maintained department lists and collected company org charts.
Extensive usage of PowerPoint, Excel, Publisher & Intranet/Internet.
Placed noteworthy information on their Intranet site.

6/98 — 10/98 Bankers Trust Company, New York City
Private Banking
Executive Assistant to Managing Director

Maintained a client database of over 4,000 records for various mailings.
Composed correspondence, worked on special design projects and input travel and entertainment expenses into customized Excel expense report.
Used Lexis-Nexis and the Web to research information on prospective clients.

11/94 — 3/98 Citibank, NA, New York City
Global Corporate Finance, Operations & Technology
Administrative Supervisor to the Division Executive (equivalent to President)

Implemented work guidelines for administrative & temporary support staff.
Enhanced department's organizational and operating efficiency by designing an effective library/filing system;
Implemented New Control Procedures. Improved expense reporting, tracking and vendor payment process.
Designed, distributed and displayed monthly newsletter.

8/90 — 7/94 United Nations, New York City
Worked in various organizations throughout the United Nations

4/88-9/89 (Temp) McGraw Hill, New York City
10/89 — 8/90 (Perm) Aviation Week & Space Technology

<https://mh.recruitsoft.com/servlets/art.productRecruiterwebtop.MainOperatorServlet>

2/10/2006

Candidate File

Page 6 of 6

Office Manager

Organized, updated and scheduled the Associate Publisher's Itinerary and special Aviation Week hosted events. Served as the liaison for the Aviation Week advertising sales district managers. Consistently met last minute sales and administrative demands dictated by high tempo of a weekly publication. Acted as business manager: prepared and updated territory estimates, balanced estimates vs. budget and verified and processed all sales expense reports. Office Manager duties included processing and following up on invoices, time reports, personnel documents, and correspondence.

12/86 — 2/88 Drexel Burnham Lambert, New York City
Information Technology
Applications Instructor

Trained employees on DisplayWrite III, MultiMate, WordPerfect and IBM SS20.
Designed reports on Dbase III plus and Lotus WYSIWYG.
Designed and updated training manuals.

1/79 — 12/86 World Composition Services, New York City
Office Manager

Assisted President of this large typesetting company. Oversaw typesetting area, ordered supplies, furniture and worked closely with building management on layout and design of office space. Kept confidential employee information. Supervised 1 receptionist and 7 messengers. Dispatched messengers for job pickups. Worked closely with the Art & Design Department on special projects. Assisted Production Department with layout of typeset material. Assisted accounting with payroll and processing of time sheets. Processed invoices for payment and posted in General Ledger.

EDUCATION: New York City Technical College
Brooklyn, New York

SKILLS: Highly proficient in MS Word, Excel, PowerPoint, Access, Outlook, Outlook Express, Lotus Notes, Lotus OpenMail, Quicken & QuickBooks.
Desktop publishing: MS Publisher, Quark Express & FrontPage.
Internet savvy.

REFERENCES: Furnished upon request